

Finance Department  
West Lafayette, IN  
Policy on Processing Credits  
January 1, 2016

Due to the cost of processing payments, amounts less than \$5.00 will not be refunded. In addition, and when applicable, credits on utility accounts will be applied to other accounts for the same customer or will be refunded to the payer.

Approved by: Peter Gray 22 March 2016  
Peter Gray Date  
City Controller

APPROVED:

DATE: \_\_\_\_\_

CITY OF WEST LAFAYETTE  
BOARD OF PUBLIC WORKS AND SAFETY

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Attest:

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Nichole A. Foster, Deputy Clerk